

IN THE SUPERIOR COURT OF THE STATE OF ARIZONA

IN AND FOR THE COUNTY OF MARICOPA

IN THE MATTER OF A ) ADMINISTRATIVE ORDER  
COURT SECURITY POLICY ) NO. 96-047  
\_\_\_\_\_ )

Pursuant to the Security Enhancement Policy adopted by the Superior Court Judges on January 5, 1994 and the authority delegated by Supreme Court Administrative Order 96-32,

**IT IS ORDERED** that Administrative Order 95-039 be vacated.

**IT IS ORDERED** that the following "SECURITY POLICY" pertaining to court agencies in Maricopa County including Superior Court, Superior Court Administration, Juvenile Probation, Clerk of the Superior Court, the Justice Courts, and, where noted, all Municipal Courts is established.

**SECURITY POLICY**

(A) Relocation of Security Screening Stations for the Superior Court

**Configuration and operation of security screening stations for the Superior Court, in the East Court Building (ECB), Central Court Building (CCB), West Court Building (WCB), Old Courthouse (OCH), Durango Juvenile Court Facility, Southeast Adult Court Facility and the Southeast Juvenile Court Facility shall conform to the following conditions.**

- ∇ Security screening stations will be placed in such a pattern to maximize a secure environment for as much of the buildings as possible.
- " Special deference will be provided to members and immediate staff of members of the Board of Supervisors, County Administrative Officials, and other County Staff as determined by the Superior Court Security Coordinator for security by-pass appropriate to the West Court Building and Board of Supervisor's Auditorium.
- " Electronic locking devices will be installed on all appropriate doors not manned by Court Security Officers and these locks will release and/or alarm when emergency evacuation procedures are in effect (fire, etc.).

" The current judicial division staff security system will be activated at the SE Adult Court Facility. Chambers areas will be secured and only authorized individuals permitted in the office areas of Judges, Commissioners and judicial division staff.

(B) After Hours Security in the Superior Court

**After hours security in all of the aforementioned Superior Court Facilities will be enhanced. To improve the coordination and operation of after hours security, the Superior Court's security staff will assume full responsibility for all security programs and procedures in all of the Superior Court complexes after court business hours, on weekends and holidays. Among such measures will be:**

" A staffed "night desk" to monitor and control an individual's entry and exit to court buildings after court business hours as determined by the Court Security Coordinator.

It is the obligation of each employee authorized to access the various court complexes after court business hours to notify the Security Control Center of their entrance to, and exit from the complex.

(C) Security By-pass Policy in Superior and Justice Courts

Security by-pass is a privilege that is extended to court staff and private attorneys who qualify via a personal background check. By-pass privileges permit only those individuals with proper identification to circumvent security screening devices. Special by-pass accommodations may be obtained by contacting the Court Security Department.

(D) No Weapons Policy

**No persons will be permitted within any Superior Court Building (WCB, CCB, ECB, OCH, Durango Juvenile Court Facility, SE Adult Court Facility and SE Juvenile Court Facility) with any type of weapon.**

∇ Members of the public will be required to pass through the security screening. All persons carrying weapons as defined by the Court Security Department in Policy Directive C-108 will be prohibited from entering the Court Complex until the weapon has been removed from the premises or otherwise temporarily secured under lock and key.

" Members of law enforcement agencies present in the courthouse are subject to the exceptions and requirements as set forth in sections (E) and (F).

(E) Law Enforcement Weapons Policy

**Law enforcement officers will check and secure their weapons upon entering any Superior Court or Justice Court occupied building, except in the following instances:**

1. When such Officers are present pursuant to court order or subpoena in a criminal matter, upon display of the order or subpoena to the security officials. In that case, they may by-pass the security screening station and proceed to the appropriate court with their weapon (s).
2. In non-criminal matters, upon written order of the Court, a law enforcement officer may by-pass security screening and proceed to the appropriate court with his/her weapon.
3. When a law enforcement officer, investigator or official security escort contacts the court that a protected witness is to be accompanied to or from court, the officer, escort or investigator(s) may by-pass security screening while carrying a weapon provided (a) there is good cause; (b) the trial Judge or Commissioner presiding over the appearance for which the parties have been summoned approves; and (c) the Maricopa County Sheriff's Office, Court Security and Transport Division approves.

(F) Law Enforcement Officers on Personal Business at Court in Any and All Courts in Maricopa County

All law enforcement personnel appearing in or for personal litigation or other personal business in the Municipal Courts, Justice of the Peace Courts and the Superior Court in Maricopa County, shall not possess any weapon of any nature or kind; shall not wear their officially sanctioned uniform; shall not use their law enforcement identification to by-pass any security measures in the Municipal Courts, Justice of the Peace Courts, or the Superior Court in Maricopa County; shall pass through any court required security screening devices or procedures as required of any non-law enforcement person without a security by-pass identification card; and shall otherwise comply with their agency's policy regarding this subject matter.

(G) County Attorney's Investigators and Attorneys with Weapons

Staff members from the Southeast Facility County Attorney's Office authorized by the Presiding Judge or his designated representative to carry a concealed weapon may also by-pass security screening only to proceed to the designated office area of the County Attorney. These staff members shall not carry a weapon into any Superior Court area unless authorized by the Presiding Judge, or the trial Judge, or the Commissioner before which the staff member is required to appear.

(H) Justice Courts of Maricopa County Security Program

The Superior Court Security Department, in coordination with Justice Court Administration for Maricopa County, will oversee, manage and otherwise operate an enhanced Court Security Program for the Justice Courts of the County.

Dated and effective this \_\_\_\_ day of \_\_\_\_\_, 1996.

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Robert D. Myers  
Presiding Judge

Original: Clerk of the Court

Copies: Bill Duffy, Court Security Director  
Hugh Gallagher, Deputy Court Administrator  
Gordon M. Griller, Court Administrator  
Janet G. Cornell, Acting Justice Court Administrator